

SECTION 8.15: THE BENEFITS OF PERFORMANCE EVALUATIONS

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The performance evaluation benefits the employee, the supervisor, the agency, state government, and indirectly, the public.

Performance evaluation benefits the employee by:

- Translating job duties into specific performance expectations (goals/strategies).
- Describing the agency's mission and showing how the employee's job contributes to it.
- Prioritizing and clarifying the employee's job duties, goals, and roles.
- Providing a formal opportunity to inform the supervisor about barriers to work accomplishment.
- Outlining the expected performance standard and how the employee will be evaluated.
- Identifying resources and tools needed to improve performance.
- Providing meaningful job performance feedback.
- Providing an opportunity to give feedback or present new ideas to the supervisor.
- Recognizing work achievements and strengths.
- Laying out a plan for future career development.
- Serving as an assessment on which to base a pay increase decision.

Performance evaluation benefits the supervisor by:

- Communicating job performance expectations, standards, and evaluation criteria to all parties involved.
- Reinforcing the employee's accountability for job performance.
- Identifying potential in employees to be developed, enhanced, and encouraged.
- Providing a means of either encouraging the employee to continue good work or to change/improve in areas that don't meet expectations.
- Providing an opportunity to paint a picture of past performance and lay a roadmap for planning and development.
- Serving as formal documentation of numerous personnel actions such as training needs, performance improvement needs, recognition of goal accomplishment and exceptional performance, pay increases, job redesign, and discipline.
- Gaining insight into what motivates employees.
- Employees providing feedback on how to improve processes and bringing up new ideas.

Performance evaluation benefits the agency by:

- Communicating the agency's strategic plan and linking it to employee performance.
- Improving the agency's overall performance.
- Identifying competency needs and performance gaps in employees that need to be addressed to align with the agency's strategic plan.

- Creating a platform for agency success through employee development and proper employee utilization.
- Helping to define and clarify roles.
- Helping to determine when program and policy changes need to be made.
- Helping to plan for the future.
- Encouraging retention through employee development, recognition, and feedback.
- Increasing employee morale, quality of work, employee relations, and performance.

Performance evaluation benefits the State by:

- Aligning the work goals/strategies of the employee with the mission and strategic plan of the agency and the State to deliver services to the citizens.
- Helping to satisfy the increased public demand for government accountability.
- Providing a standard method of giving employees feedback about their job performance.
- Getting a greater return on investment of human capital.